



The U.S. Department of Justice, Office on Violence Against Women (OVW) (www.usdoj.gov/ovw) is pleased to announce that it is seeking applications for The Grants to Indian Tribal Governments Discretionary Grants Program. This program furthers the Department's mission by improving the ability of Indian tribal governments to respond to crimes of violence committed against Alaska Native and American Indian women.

OVW FY 2007 Grants to Indian Tribal Governments Program

Eligibility

Federally-recognized Indian Tribal Governments
(See "Eligibility," pages 5-6)

Deadline

Letters of intent to apply should be submitted by **February 13, 2007**
All Applicants should register online with Grants.gov by **February 13, 2007**
All applications are due by 8:00 pm, EST on **February 20, 2007**
(See "Deadline: Application," page 5)

Pre-Application Conference Calls

January 16, 2007: 2 pm-4 pm, EST	January 23, 2007: 2 pm-4 pm, EST
January 18, 2007: 2 pm-4 pm, EST	January 25, 2007: 2 pm-4 pm, EST

(See page 4 for information on how to register to participate in one of the calls)

Contact Information

For assistance with the requirements of this solicitation, contact the
Office on Violence Against Women at (202) 307-6026

This application must be submitted through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726.

Grants.gov Number assigned to announcement OVW -1505

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OVW Grants to Indian Tribal Governments Program

(CFDA # 16.587)

Overview

About the Office on Violence Against Women

The Office on Violence Against Women (OVW) is a part of the United States Department of Justice. OVW was created in 1995 to implement the Violence Against Women Act. OVW provides national leadership on issues related to domestic violence, dating violence, sexual assault, and stalking. From its beginning, OVW has encouraged criminal justice agencies to work together with victim advocates to address these crimes. OVW encourages the creation of Federal, state, local, and tribal partnerships among police, prosecutors, judges, victim advocates, health care providers, faith leaders, and others to address violence against women. The grant funds that OVW distributes help communities give victims the support and resources they need to live safe and healthy lives. OVW grant funds also help communities hold offenders accountable for their violent behavior.

About the OVW Grants to Indian Tribal Governments Program

Many studies have shown that Alaska Native and American Indian women are more likely to experience sexual assault and domestic violence than are women from other racial or ethnic groups. Violence committed against Alaska Native and American Indian women can be deadly. From 1979-1992, homicide was the third leading cause of death for Indian women age 15 to 34. About 75% of these women were killed by a family member or someone that they knew.¹

Indian tribal governments may not have the resources in place to address violence committed against Indian women as a criminal offense. Tribes may not have police officers, prosecutors, courts, or judges. Tribes that do have police officers, prosecutors, courts, and judges may need training on the special needs of women who are the victims of domestic violence, dating violence, sexual assault, and stalking. They may also need training on how they can hold offenders responsible for their violent behavior. Indian women who are victims of domestic violence, dating violence, sexual assault, or stalking may need help with locating emergency shelter and transitional or temporary housing. The children of victims may also need counseling to deal with the violence that they have witnessed. Tribes may lack the resources to provide assistance to victims and their children.

The Grants to Indian Tribal Governments Program (Tribal Governments Program) was created in Title IX of the Violence Against Women Act of 2005. Tribal Governments Program is designed to fulfill the three goals of Title IX: (1) to decrease the number of violent crimes committed against Indian women; (2) to help Indian tribes use their independent authority to respond to crimes of violence against Indian women; and (3) to make sure that people who commit violent crimes against Indian women are held responsible for their actions.²

¹ Public Law 109-162, Title IX, § 901 (codified as amended at 18 U.S.C. §3796gg-10)

² Public Law 109-162, Title IX, § 902 (codified as amended at 18 U.S.C. §3796gg-10)

Deadline: Letter of Intent

If you intend to apply for FY 2007 funding under this program, you are encouraged to submit a letter stating that you intend to apply for funding. **The letter will not obligate you to submit an application.**, (Please see the Sample Letter of Intent in Appendix A of the *FY 2007 Guide to Understanding the Grants to Indian Tribal Governments Program*.) The letter must be submitted to OVW by **February 13, 2007**. You may send the letter to OVW by faxing it to (202) 354-4226. OVW will use these letters to predict the number of peer review panels needed to review the applications. You **can** still submit an application for funding if you do not submit a Letter of Intent.

Deadline: Grants.gov Registration

The *Grants.gov* registration deadline is **February 13, 2007**. You need to register with Grants.gov only once. OVW strongly encourages you to start the registration process as early as possible. It may take 3-5 business days to have your registration validated and to receive a password if this is your first time registering. If your registration is delayed, you may not be able to submit your application online by the due date. There are three steps that you must complete before you are able to register: 1) register with Central Contractor Registry (CCR), 2) obtain permission to act as an Authorized Organization Representative (AOR) in your organization, and 3) register yourself as an (AOR). For more information, go to www.grants.gov. **Note: Your CCR registration must be renewed once a year. Failure to renew your CCR registration will prohibit submission of a grant application through Grants.gov.**

Pre-Application Conference Calls

The Office on Violence Against Women (OVW) will conduct four (4) Pre-Application Conference Calls. During these calls, OVW staff will review the Tribal Governments Program requirements, the application process, and answer questions about the Tribal Governments Program.

Conference Call Schedule: The conference calls are all scheduled for 2pm-4pm, EST on the following dates:

Tuesday, January 16, 2007
Thursday, January 18, 2007

Tuesday, January 23, 2007
Thursday, January 25, 2007

Additional dates and times may be added to the schedule if necessary.

Registration Instructions: Anyone who is interested in submitting a Tribal Governments Program application may register to participate in the calls. The total number of participants for each call is limited to 25. To register, please e-mail kimberly.woodard@usdoj.gov, or call Kimberly Woodard at (202) 514-9677. Your registration must be received within two hours prior to the start of the call.

Deadline: Application

The due date for applying for funding under this announcement is 8:00 pm, EST, on **February 20, 2007**.

Program Eligibility

There are three kinds of eligible applicants for this program:

- An individual **Federally-recognized Indian Tribe**
- An organization that is acting as the **authorized designee** of a Federally-recognized Indian Tribe
- Two or more Federally-recognized Indian tribes may apply as a **tribal consortium**.

Applications from the authorized designee of a Federally-recognized Indian tribe or from a tribal consortium must include a resolution from the tribal communities that will be served by the proposed project. (Please see Appendix E of the *FY 2007 Guide to Understanding the Grants to Indian Tribal Governments Program* for more information about tribal resolutions.)

An application received from an individual Federally-recognized Indian tribe, an authorized designee of a Federally-recognized Indian tribe, or a tribal consortium, must also satisfy two other requirements in order to be eligible for Tribal Governments Program funding:

(1) Program Scope

You must submit a proposal that includes at least one of the activities that is listed on pages 7-8 of this solicitation. Your application cannot be considered for funding unless it includes at least one of the activities from the list.

(2) Collaboration Requirement

You must show that your proposed project will be implemented with help from a specific organization or group of people who have experience in helping victims of domestic violence, dating violence, sexual assault, or stalking (Please see pp. 8-10 of the *FY 2007 Guide to Understanding the Grants to Indian Tribal Governments Program* for more detailed information.) There are three ways to satisfy this requirement:

- Implementing your project with help from a **nonprofit, nongovernmental Indian victim services provider organization** in the tribal or local community, such as a domestic violence shelter program or a rape crisis center; or
- Implementing your project with help from a **nonprofit, nongovernmental tribal domestic violence and sexual assault coalition** if there is one in your community; or
- Implementing your project with help from an **advisory committee** made-up of women from the tribal community that will be served by the proposed project.

If you are an individual Federally-recognized Indian Tribe, a tribal consortium, you must submit a **Letter of Support** from your required partner. More details about the contents of the letter and how it will be evaluated can be found on pages 17-18 of this solicitation. (Please see Appendix C of the *Guide to Understanding the Grants to Indian Tribal Governments Program* for a sample Letter of Support.)

If you are a **nonprofit, nongovernmental Indian victim services organization**, or a **nonprofit tribal domestic violence and sexual assault coalition** that is acting as the authorized designee of a tribe, then you must submit a **Letter of Exemption** instead of a Letter of Support. See page 18 for details about the content of the letter and how it will be evaluated. (Please see Appendix C of the *Guide to Understanding the Grants to Indian Tribal Governments Program* for a sample Letter of Exemption.)

Funding to Faith-Based and Community Organizations

Consistent with President George W. Bush's Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and community organizations will be considered for awards on the same basis as any other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

Applicants are encouraged to review the Civil Rights Compliance section under "Additional Requirements" in this announcement.

(Please see the Appendix for more information on faith-based and community organizations.)

OVW Grants to Indian Tribal Governments Program – Specific Information

What Type of Applicant is My Tribe?

There are two types of applicants for the Tribal Governments Program:

New Applicants: A tribe or organization that has never before received funding from OVW, or a tribe or organization that has received OVW grant funding in the past, but that does not currently have an active OVW grant award.

Current Grantees: Any tribe or organization that currently has at least one active grant award from any OVW grant program. Current grantees can apply for Tribal Governments Program funding to continue or enhance any project that was funded by OVW in FY 2005.

Current grantees who received an FY 2006 OVW grant award can apply for FY 2007 Tribal Governments Program funding. However, a FY 2006 OVW grant award recipient can only apply for FY 2007 Tribal Governments Program funding to support activities that are different and distinct from the activities supported by their FY 2006 grant award(s).

Current grantees may request funding to continue projects supported by up to three current OVW grant awards.

Current grantees are encouraged to contact the Tribal Unit at OVW if they have questions about this restriction.

How Much Funding is Available for Awards in FY 2007?

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

How Long Will We Have to Spend the Money?

The award period for these grants will be 36 months. Your budget and budget narrative should include 36 months of award activities.

How Much Money Can My Tribe Receive?

The award limits for the Tribal Governments Program are based on the size of the total population that will be served by the proposed project. The budget limits are as follows:

Size of Population to be Served	Budget Limit
More than 50,000	Up to \$1.5 million
Less than 50,000 but more than 25,000	Up to \$1.0 million
Less than 25,000 but more than 15,000	Up to \$750,000
Less than 15,000 but more than 10,000	Up to \$550,000
Less than 10,000	Up to \$400,000

Keep in mind that the budget limits represent the maximum amount of funding that your tribe or organization can request to receive.

OVW has the discretion to make grants for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award of a grant.

What Can My Tribe Use the Funding to Do?

In order to receive funding, you must propose to do at least one of the activities listed below. You do not have to propose more than one of the activities, but you can if you feel that you can accomplish more than one activity during the award period.

OVW will read each application as part of the ***internal review*** process. If your application proposes an activity that is not on the list at all, or if your application proposes an activity that is

only partially on the list, then up to 25 points may be deducted from the final score for your application.

Tribal governments can use Tribal Governments Program funds to do the following:

- Develop and enhance effective plans for the tribal government to reduce violent crimes against Indian women and help keep them safe. The plans to reduce the violence and keep Indian women safe can be based on tribal law and customs.
- Increase the ability of the tribal government to respond to domestic violence, dating violence, sexual assault, and stalking committed against Indian women.
- Strengthen the tribal criminal justice system's ability to get involved with stopping violence against Indian women. This may include improving the ability of tribal law enforcement officers, prosecutors, judges and other court staff, probation officers, and the staff at tribal jails to become involved in stopping violence against Indian women.
- Improve services that are available to help victims of domestic violence, dating violence, sexual assault, and stalking.
- Work with the community to create education and prevention campaigns that are designed to inform members of the tribal community about domestic violence, dating violence, sexual assault, and stalking programs, and that also increase the community's awareness about the needs of children who have witnessed domestic violence.
- Provide supervised visitation and safe exchange programs that allow children to visit with their **non-custodial parent** in cases where one parent has committed an act of domestic violence, sexual assault, or stalking against the other. In cases where the court has ordered that the non-custodial parent have supervised visitation with the child, the program should create a place where that parent can have a supervised visit with the child. If the court has not ordered supervised visitation, then the program should offer a safe, neutral place for the non-custodial parent of the child to pick the child up and return the child for unsupervised visitation. A supervised visitation and safe exchange program must have appropriate security measures, policies, and procedures so that victims and their children are safe.
- Provide transitional housing assistance for victims of domestic violence, dating violence, sexual assault, or stalking. The assistance provided to victims may include money for rent, utilities, a security deposit, or other minor costs related to moving into transitional housing. A transitional housing assistance program may also offer victims support and services necessary to help the victim locate and secure permanent housing.
- Provide legal advice and representation to victims of domestic violence, dating violence, sexual assault, or stalking who need assistance with legal issues that are caused by the abuse that they have suffered. The legal assistance should be provided at minimal or no cost to the victim.

For specific examples of what types of activities may be funded under each of the program purpose areas, please see pages 16-19 of the *FY 2007 Guide to Understanding the Grants to Indian Tribal Governments Program*.

What Activities are not Allowable?

Two of the goals of the law that created the Tribal Governments Program are to reduce the level of violence committed against Indian women and to hold the people who commit violence against Indian women responsible for their actions. Experience has shown that certain policies and practices may make Indian women less safe.

Activities that May Compromise Victim Safety

The following is a list of activities that have been found either to decrease victim safety, or to allow offenders to escape responsibility for their actions. (Please see pages 20-23 of the *Guide to Understanding the Grants to Indian Tribal Governments Program* for a detailed explanation about why these specific activities have been prohibited). OVW strongly encourages you not to include these activities in your application for funding:

- Offering criminal defendants who have been charged with crimes related to domestic violence, dating violence, sexual assault or stalking to avoid prosecution by agreeing to participate in another type of program (such as a drug court), or agreeing not to commit another crime for a specific period of time;
- Ordering victims and offenders to attend mandatory couples counseling or mediation;
- Operating domestic violence batterer intervention programs that are not court-ordered or court-monitored;
- Operating anger management classes instead of batterer intervention programs;
- Using procedures that would force victims of domestic violence, dating violence, sexual assault, or stalking to testify against their abusers;
- Requiring victims of domestic violence, dating violence, sexual assault, or stalking to file for a protection order or file criminal charges against their abuser as a condition for receiving services;
- Using practices or procedures that fail to protect the confidentiality of victims; and
- Referring victims to Child Protection Services solely for failure to protect their minor child from witnessing domestic violence.

OVW staff will be reading the applications internally to screen them for, among other things, activities that may compromise victim safety. Other experts will also read the applications as part of the external peer review process. If OVW or one of the peer review experts concludes that your application contains one or more activities that might compromise victim safety, then you may receive a reduction in the overall score for your application.

Unallowable Activities

There are some activities that Tribal Governments Program funds may not be used to support. The following activities are prohibited by law:

- Lobbying or lobbying-related activities, including the development and/or distribution of materials and travel to a state or national meeting for the sole purpose of lobbying (at any level of Federal, state, local or tribal government);
- Fundraising;
- Research Projects;
- Investigating, prosecuting, or providing services for child victims of rape, sexual assault, or stalking that are not related to a domestic violence incident; and
- Making physical modifications to a building, including minor renovations.

You will be asked to remove any activities that are on either of the lists above from your application if it is selected for funding.

Performance Measures

The Government Performance and Results Act, P.L. 103-62 requires any tribal government that receives Tribal Governments Program funds to report certain data to OVW. The data will be used to measure the effectiveness of the work performed by the grant award recipient. The Performance Measures for the Tribal Governments Program are:

Objective	Performance Measures	Data Grantee Provides
Strengthen partnerships for safer communities and enhance the Nation's capacity to prevent, solve, and control crime.	1) The number and percentage of arrests relative to the number of police responses to domestic violence incidents; 2) the number of tribes receiving grant funding; and 3) the number of victims receiving requested services.	This information will be provided to OVW through semi-annual progress reporting forms. Please see http://muskie.usm.maine.edu/vawamei/attachments/pdf/forms/stopvaiw/STOPVAIW_form.pdf for a sample form. Please note that this form is subject to revision to reflect the statutory changes made in VAWA 2005.

How to Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Part of this initiative -- Grants.gov -- is a "one-stop storefront" that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding.

Grants.gov Instructions

Complete instructions on how to use Grants.gov can be found at www.grants.gov. **Please keep in mind that Grants.gov is not the same as the Grants Management System (GMS).** You should call the Grants.gov Customer Support Hotline at 1-800-518-726 if you have problems registering with Grants.gov or submitting your application on the Grants.gov system.

Overnight Mail Instructions

In addition to submitting the application online at www.grants.gov, you must submit a hard copy of the application by over-night delivery. The hard copy of the application must contain all of the signed original documents including the signed Assurances and Certifications. The hard copy must be post-marked by **February 20, 2007**. The hard copy should be delivered to:

**The Office on Violence Against Women
c/o Lockheed Martin Corporation
OVW Grants to Indian Tribal Governments Program
Mail Stop 2K
2277 Research Boulevard
Rockville, MD 20850
Phone: (301) 519-5000.**

CFDA Number

The Catalog of Federal Domestic Assistance number for this program is 16.587 titled "Grants to Indian Tribal Governments Discretionary Grants Program," and the funding opportunity number is OVW-1505.

A DUNS Number is Required

The Office of Management and Budget requires that all business and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://www.dunandbradstreet.com>.

What an Application Must Include

You must submit a response to each of the following sections in order for your application to be complete. It is your responsibility to make sure that your application is complete. OVW will not consider an application for funding if the application is incomplete.

During the external peer review process each application will be reviewed and scored. The maximum number of points an application can receive is 100. The maximum number of points available for each section is listed in the description of each section. In order to make your application easy to read, you should place each section in your application in the same order that it appears in the solicitation.

Your application must follow certain formatting requirements. Your application must meet the following requirements:

- Double spaced
- 8 1/2 x 11 inch paper
- One inch margins all around
- Font size must be at least 12 point, preferably Times New Roman font
- The Summary Data Sheet and the Abstract cannot be more than one page
- The Status of the Current Project section cannot be more than 5-12 pages
- The total Project Narrative (Items D-G below) cannot be more than 25 pages

Application Contents

A complete application will contain each one of the following sections:

(1) Application for Federal Assistance (SF-424)

You will fill out the SF-424 online through Grants.gov. You must print out a copy of this form and include it in the hard copy of your application that will be sent via overnight delivery to Lockheed Martin Corporation.

The Catalog of Federal Domestic Assistance Number for the Grants to Indian Tribal Governments Program is 16.587. Please add this number to block 10 on the SF-424. Please also be sure that the amount of Federal funding requested matches the amount of Federal funding requested in your budget.

It is your responsibility to make sure that the information for the **authorizing official** and the alternate point of contact is filled out correctly. The authorizing official is the individual who has the authority to accept grant awards on behalf of your tribe or organization.

(2) Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension, and other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)

You will find a copy of these forms on Grants.gov. Please review them carefully. These forms will be considered to have been submitted when you submit your application online through Grants.gov.

(3) Project Narrative (Worth 65 points out of 100)

There are seven parts to the Project Narrative. The seven parts should be submitted as one single document through Grants.gov and in the hard copy of your application that you will submit by over-night delivery. The seven parts of the Project Narrative are as follows:

A. Summary Data Sheet (One page total)

Please use this page to provide the following information:

- The name of the tribe or organization that has submitted the application.
- Whether or not the application is from a **new applicant** or a **current grantee**.
- Name, title, address, phone number, and e-mail address for the authorized official.
- Name, title, address, phone number, and e-mail address for the individual who will serve as the primary point of contact for this grant application.
- The name of each Federally-recognized Indian tribe that will be served by the proposed project.
- The name of the applicant's nonprofit partner organization.
- The total population of the community or communities that will be served by the project.
- The total amount of Federal funding requested in the budget.

B. Abstract/Proposal Summary (One page total)

This page should give a short and accurate summary of what your tribe or organization is proposing to do with Tribal Governments Program funds. Current grantees should not use this section to give a summary of past accomplishments.

The Abstract/Summary **must not** be submitted on the same page as the Summary Data Sheet.

C. Status of the Current Project (5-12 pages total)

This section should be completed only if you are a current grantee. This section will be read and evaluated by OVW staff only. Current grantees that do not include this section will receive a 25 point deduction from the final score for their application. Current grantees may also lose up to 25 points from their final score if they do not satisfy the evaluation criteria in this section.

This section does not count toward the 25 pages that are allowed for the Project Narrative. The page limitations for this section are as follows:

Continuation Funding for One OVW Grant Award: If you are seeking continuation funding for only one current OVW grant award, then you must limit this section to no more than five (5) pages total.

Continuation Funding for More than One OVW Grant Award: If you are seeking continuation funding for more than one OVW grant award, then you must provide the following information for each individual grant award. You must limit the information presented to no more than four (4) pages for each grant award. Keep in mind that you may request continuation funding for no more than three (3) current OVW grant awards.

Current grantees should use this section to state what has been done with previous OVW grant award funding, including the following information:

- A list of the grant award number(s) for each previous OVW grant award for which you are seeking continuation funding;
- A list of the goals and objectives from each of your previous OVW grant award(s) and a statement about whether or not each of those goals and objectives have been accomplished;
- A list of products that were to be developed with your previous OVW grant award(s) and a statement about whether or not the products have been finished;
- A statement about any unexpected problems that prevented you from finishing your goals and objectives or finishing your products; and
- A statement about the total amount of unobligated Federal funds that remain on your grant award(s) as of February 20, 2007. You must include a timeline of when you expect to finish spending the balance. You must also state whether or not you think that you will need additional time to finish spending the funds.

This section should be as clear and to the point as possible.

Additionally, each of your current projects for which you are seeking continuation funding will be evaluated by an OVW Program Specialist to determine whether or not your tribe or organization has:

- Submitted progress reports that show that the current project has been effective. The review will look at whether or not your tribe or organization has made progress towards meeting the goals and objectives of its previous award, and whether or not the project has progressed according to the timeline in its original grant application. The Program Specialist will also consider information obtained from a monitoring visit if OVW conducted an on-site monitoring visit with your tribe or organization during the award period;
- Used grant funds to pay for activities or expenses that are not allowable;
- Satisfied all of the special conditions of its current grant award agreement;
- Submitted all of its required financial and programmatic reports on time;
- Shown a commitment to continuing to pay for its existing project if the tribe or organization does not receive any more Federal funds to pay for it;
- Attended all of the mandatory training conferences that are required by the special conditions of its grant award(s);

- Received final approval on the budgets for each of its U.S. Department of Justice grant awards;
- Submitted its required OMB Circular A-133 audit to the Federal Audit Clearinghouse on time (if applicable); and
- Spent the funds from its grant award(s) in a timely manner.

Your tribe or organization **may not** be considered for Tribal Governments Program funding if your tribe or organization has not:

- Met the grant deadlines of each of its current OVW grant awards;
- Made progress with expending the funds from its current OVW grant awards;
- Complied with Office of Justice Programs' financial requirements;
- Complied with each of the special conditions of any previous OVW grant award;
- Submitted its required A-133 Audit to the Federal Audit Clearinghouse on time (if applicable); or
- Resolved all audit findings from an Office of the Comptroller Monitoring visit, or an audit conducted by the U.S. Department of Justice's Inspector General's Office.

D. Purpose of Application (10 points)

This section should briefly:

- Describe the relevant background information relating to the tribe(s) that will be served by the proposed project, such as how your tribe has traditionally responded to violence against women;
- Describe the service area of the community in which the project would be implemented, including geographic location, total population, and other relevant demographic information;
- Explain the specific problems that the tribe(s) faces with respect to domestic violence, sexual assault, or stalking. Please include current arrest rates for the community, if they are available;
- Describe current gaps in services for victims of domestic violence, dating violence, sexual assault, or stalking in the community that will be served; and
- Describe the specific problem(s) related to addressing domestic violence, dating violence, sexual assault, or stalking that will be addressed through this grant application. Explain how grant funding would help the tribe address the problem(s) that you have described.

E. What Will Be Done (40 points)

This section should provide detailed information about how you will address the problems that were identified in the Purpose of the Application section. In the What Will Be Done section, you should briefly:

- Identify the goals and objectives of the proposed project. You should also provide details about the specific tasks and activities that would be necessary to accomplish each goal and objective;
- Provide a detailed timeline for the completion of the goals and objectives; and
- Identify any products that will be created with grant funding (such as, brochures, posters, web sites, training curricula, etc.), and describe how the products could benefit other jurisdictions.

F. Who Will Implement the Project (10 points)

In this section, you should clearly identify each agency or organization that will be involved with developing and implementing the proposed project. Please briefly describe the following:

- The name of each agency, organization, or independent consultant that will be involved with implementing the project;
- The names and titles of key individuals from each agency or organization, as well as any independent consultants, that will be involved with developing and implementing the proposed project;
- Each individual's knowledge of, or experience in addressing domestic violence, dating violence, sexual assault, or stalking;
- The title of any new position(s) that will be created to staff the project. Please identify the agency or organization where the new staff person will work, and describe the position's duties and responsibilities.

You should submit copies of resumes and position descriptions for each position that will be supported by grant funds. These documents should be submitted as part of the attachments for the application.

G. Sustainability Plan (5 points)

The Tribal Governments Program is a competitive award program. You are not guaranteed to receive continuation funding for your project in the future if you are selected to receive an award in FY 2007. You must include a plan in your application that states how the tribe will pay for the program if it does not receive any future funding from the Grants to Indian Tribal Governments Program. The plan must include sound strategies for preserving the project on a long-term basis, and it you must demonstrate that you have the capacity and the commitment to sustaining the project on a long-term basis.

The plan will be scored based on whether it includes reasonable and realistic plans to continue to pay for the project in the future. **Continuation or supplemental funding is not guaranteed and applicants are always encouraged to seek additional means of support to sustain their current projects.**

(4) Budget Detail Worksheet and Narrative (15 Points)

Each application must include a detailed budget and budget narrative for the project. This will be submitted as an attachment in Grants.gov. The budget must be complete, reasonable, and cost-effective in relation to the proposed project. The budget should clearly show how each item of cost was calculated. It should cover the cost of all components of the project. There must be a clear link between the activities proposed in the Project Narrative and the items included in the budget section. The budget should include only those activities, products, and resources that are necessary for project implementation and discussed in the project narrative.

You must fairly compensate each agency, organization, or independent consultant that will be working on the project. This means that you must pay them for their time spent working on the project, and pay for their travel costs if they must travel to work on the project. The budget **must** include compensation for all services provided by project partners, including **nonprofit, nongovernmental Indian victim services programs** and **tribal domestic violence or sexual assault coalitions**.

Budget Caps

Budget limits are based on the size of the total population that will be served by the proposed project. The budget caps are as follows:

Size of Population to be Served	Budget Limit
More than 50,000	Up to \$1.5 million
Less than 50,000 but more than 25,000	Up to \$1.0 million
Less than 25,000 but more than 15,000	Up to \$750,000
Less than 15,000 but more than 10,000	Up to \$550,000
Less than 10,000	Up to \$400,000

OVW has the discretion to make grants for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award of a grant.

Budget Requirements

Please use the following guidelines when preparing your budget for this application:

- You are **strongly discouraged** from requesting consultant rates that exceed \$450/day. You must obtain approval from the Director of the Office on Violence Against Women before you can pay a consultant more than \$450/day.
- You **may not** budget any funds for building renovations. This includes such seemingly minor activities as painting or carpeting.
- You **may not** use any OVW funds for conducting research. However, you can budget up to 1% of the total budget to pay for activities related to measuring the effectiveness of the grant-funded project. For example, funds may be used to conduct before and after testing of training recipients, or to conduct victim satisfaction surveys. You cannot use any personal information that may allow someone to identify a victim or training participant when you collect, analyze, or give out information related to the testing or survey results.
- All applicants **are required** to allocate funds in the amount of **\$15,000** (applicants from Alaska should allocate **\$20,000** to account for higher travel costs), to support travel costs associated with technical assistance and capacity-building activities sponsored by OVW-designated technical assistance providers.
 - The required set-aside amount must be included in the "Travel" Category.
 - If your application is selected for funding, and you did not include the required set-aside amount, you will not receive additional funds for this purpose. You will be required to adjust your budget allocations so that the required amount of funding is included in your budget for OVW training and technical assistance.
 - You must provide an estimated breakdown for the set-aside amount (include the number of trips, number of travelers, airfare or mileage, lodging, per diem, etc.).
 - These funds are to be used **only** for OVW-designated technical assistance unless otherwise approved by OVW.
 - Any training and TA funds not used by the end of the grant period may not be reprogrammed and must be returned to OVW.
 - Travel funds should be used to support travel by all partners, including nonprofit, nongovernmental victim services providers or tribal domestic violence or sexual assault coalitions.

- Applicants are also encouraged to include **\$1,500** in their budgets to send a financial accounting representative to the Financial Management Training Seminars sponsored by the Office of Justice Programs' (OJP), Office of the Comptroller. These seminars instruct participants in the financial administration of OJP and OVW formula and discretionary grant programs. A schedule listing the financial training seminars is available at <http://www.ojp.usdoj.gov/oc/fmts.htm>.
- A Sample Budget Detail Worksheet is available in Appendix B of the *Guide to Understanding the Grants to Indian Tribal Governments Program*.
- The budget and budget narrative should be submitted online at Grants.gov as one attachment.
- When preparing your budget, please use the Budget Detail Worksheet as a guide and be sure to include all necessary budget categories. The budget should clearly describe the proposed amounts and uses of grant funds for the duration of the grant period and how the amounts of the specific budget items were determined.

(5) Letter of Support (20 points)

You are required to submit a letter of support from your nonprofit partner. If you plan to satisfy the partnership requirement by partnering with an **advisory committee** of women from the tribal community that will be served by the proposed project, you must also submit a **single** letter of support.

If you will be partnering with either a **nonprofit, nongovernmental Indian victim services provider** or a **tribal domestic violence or sexual assault coalition**, then the letter of support should:

- Identify the name of the organization, the date that it was founded, and where it is located;
- Specify whether or not the organization exists primarily to serve the needs Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking;
- Highlight the services that the organization currently provides to Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking;
- Highlight the expertise of the organization's staff in addressing the needs of Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking;
- Provide specific details about how the organization has helped to create the application for funding;
- Provide specific details about the duties that the organization will assume in developing and implementing the proposed project; and
- State the total amount of compensation that the organization will receive to support its role in implementing the project.

The letter should be signed and dated by the chief executive officer (e.g., Executive Director, or President) of the partner organization.

If your tribe or tribal consortium will satisfy the partnership requirement by partnering with an **advisory committee** comprised of women from the community that will be served by the proposed project, then the letter of support should:

- Identify by name the members of the committee, or the women who have agreed to organize a committee;

- Specify whether or not any of the committee members are survivors of domestic violence, dating violence, sexual assault, or stalking;
- Specify whether or not any of the committee members have experience in providing services to Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking;
- Provide specific details about the role that the committee has played in creating the application for funding; and
- Provide specific details about how often the committee will meet, and what role the committee will play in developing and implementing the proposed project.

The **single** letter of support should be signed and dated by each committee member.

Letter of Exemption (20 Points)

If you are a nonprofit, nongovernmental Indian victim services agency, or a nonprofit tribal domestic violence or sexual assault coalition that is applying on behalf of a tribal government, then you must submit a Letter of Exemption instead of a Letter of Support. The Letter of Exemption should include the following information:

- The year that your organization was started and a statement about its primary mission;
- A detailed description of the type of services that your organization currently provides to Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking;
- Highlight the expertise of the organization's staff in addressing the needs of Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking;
- A description of your organization's history of working with the tribal community that will be served by the project, including the date that your organization first began to serve the women of the community;
- A description of the process that was used to develop the application for funding, including when and how often the tribe was consulted about the content of the application; and
- A statement about the process that will be used to make sure that the project is meeting the needs of the women of the tribal community that will be served by the project.

(6) Letter of Nonsupplanting

Applicants must submit a letter to OVW's Acting Director, Mary Beth Buchanan, certifying that Federal funds will not be used to supplant State or local funds should a grant award be made. Please refer to Appendix C of the *Guide to Understanding the Grants to Indian Tribal Governments Program* for a sample letter.

(7) Financial Capability Questionnaire

If your organization is a nonprofit, nongovernmental organization, and you have never received funding from OVW or OJP before, or, you have not received funding within the last three years, then you must complete a Financial Capability Questionnaire. The form can be found at <http://www.ojp.usdoj.gov/oc>. In addition, be sure to submit your current year's audit report with the Financial Capability Questionnaire. You should also include the cognizant Federal audit agency and fiscal year on the first page.

(8) Indirect Cost Rate Agreement

If your organization is requesting indirect costs for this project, please include a copy of your current, signed Federally-approved indirect cost rate agreement. If you need additional

information on this requirement, please go to <http://www.ojp.usdoj.gov/FinGuide/part3chap17.htm>.

(9) Tribal Resolutions

If you are an organization acting as the **authorized designee** of a Federally-recognized Indian tribe, or a **tribal consortium**, you must include a resolution from each Federally-recognized Indian tribe that will be served by the proposed project. Each resolution must:

- Authorize you to submit an application on behalf of the Federally-recognized Indian tribe; and
- State the tribe's support for the project, and its commitment to participate in the project if it is selected for funding.

The resolution(s) must be current. The resolution(s) must be submitted as an attachment with the hard copy of your application for funding.

(10) Position Descriptions and Resumes

Please be sure to include a copy of a position description for each new position that will be created with grant funding as an attachment to the hard copy of your application. You should also include copies of resumes or *curriculum vitae* for each employee and each individual consultant who will be paid with grant funding.

Selection Criteria

In addition to the criteria above, all applications will also be rated on the following:

- The extent to which all project activities fall within the statutory scope of the program;
- The extent to which proposed activities would address the need described;
- The extent to which project activities seem feasible and likely to succeed;
- The extent to which the proposal does not include activities that compromise victim safety;
- The extent to which activities are clearly described and reflect sound and innovative strategies to improve victim safety;
- The extent to which the budget is reasonable and within established limits; and
- The extent to which the required partner will be involved with developing and implementing the proposed project (see pages 17-18 of this solicitation for specific evaluation criteria.)

The total points possible for an application are 100 (65 points for Narrative, 15 points for Budget, and 20 Points for the Letter of Support/Letter of Exemption). Applications with the highest composite scores will be considered for funding.

In addition, current grantees seeking continuation funding may have their final score reduced by up to 25 points, or may not be considered for funding based on the evaluation criteria listed on pages 13-14 of this solicitation.

Review Process

All applications will be subject to internal review by OVW staff and peer review and will be scored according to the criteria set forth in this solicitation. **If the application fails to meet the**

criteria listed below for the initial internal review, the application will not receive further consideration. If applications that are partially beyond the scope of the program are sent to formal peer review, only those sections of the application that are within scope will be reviewed. Criteria for the initial internal review include the following:

- Whether the application is complete;
- Whether the proposed activities are within the scope of the program (see pages 7-8);
- Whether all statutory eligibility criteria are met (see pages 5-6);
- Whether the application proposes significant activities that may compromise victim safety (see page 9); and
- Whether the proposed budget is within the established limits (see page 7).

In addition, applications for continuation funding will be reviewed for prior compliance with Program and Office requirements and the status of current grant-funded activities. (See pages 13-14 for further details on criteria for this review.) Applicants with an OVW grant history that failed to meet grant deadlines, did not comply with Office of Justice Programs' (OJP) financial requirements, or did not comply with special conditions from previous grants, will not be considered for funding.

OVW will establish multi-disciplinary panels of experts and practitioners to review applications. The experts and practitioners will have experience working to address violence against Alaska Native and American Indian women. Each panel will review the information provided in the application against the selection criteria for the program. Following formal peer review, a second internal review will be conducted, considering, for example, the geographic distribution of the applications for a national perspective, the ratio of population to services, and the type of projects already funded within an applicant's state or community. The total points possible for an application are 100 (65 points for Narrative, 15 points for Budget, and 20 points for the Letter of Support). Applications with the highest composite scores will be considered for funding.

Additional Requirements

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements

- Compliance with Office of the Comptroller Financial Guide
- Suspension or Termination of Funding

All OVW grantees must comply with these additional requirements. Additional information for each can be found at <http://www.ojp.usdoj.gov/funding/otherrequirements.htm>. References to the Office of Justice Programs and its components are deemed to refer to the Office on Violence Against Women, as applicable.

OVW Application Checklist

Applicants must submit a fully executed application to OVW via overnight delivery, including all required supporting documentation. **Applications will not be accepted via facsimile.** **Although most parts of the application need to be submitted through Grants.gov as well as in hard copy form, it is the hard copy that will be reviewed.** Applications submitted via Grants.gov must be in the following word processing formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).

Complete applications should include the following:

- The SF-424;
- Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug Free Workplace Requirements;
- The summary data sheet, project abstract, project narrative, and for continuation applicants, the status of the project;
- The budget, budget summary, and budget narrative;
- Letter of Support/Letter of Exemption;
- Letter of Nonsupplanting;
- Financial Capability Questionnaire;
- A current Federally-approved Indirect Cost Rate Agreement (if applicable);
- Tribal Resolution(s) (if applicable); and
- Position descriptions and resumes.

Detailed instructions on how to use the Grants.gov system to submit your application online are available at www.grants.gov. Also, a toll-free telephone number has been established for you to receive technical assistance as you work through the online application process, 1-800-518-4726.

To help expedite the review process, applicants must send via overnight delivery a complete hard-copy original of the application, postmarked by **February 20, 2007** to:

**The Office on Violence Against Women
c/o Lockheed Martin Corporation
OVW Grants to Indian Tribal Governments Program
Mail Stop 2K
2277 Research Boulevard
Rockville, MD 20850
(301) 519-5000.**

GLOSSARY OF TERMS

There are a number of terms that are used in the solicitation that may not be familiar to you. The Office on Violence Against Women (OVW) has created this Glossary to help you understand some of these terms.

Advisory Committee: A committee made up of women from the tribal community/communities that will be served by the proposed project. Ideally, these women should either be survivors of domestic violence, dating violence, sexual assault, or stalking, or advocates who have worked with survivors of domestic violence, sexual assault or stalking. The committee should provide advice and guidance to the tribal government on how to deliver services to victims that meet their needs.

Authorized Designee: An organization that submits an application for funding on behalf of a Federally-recognized tribe. For example, a nonprofit, nongovernmental Indian victim services organization, a nonprofit, nongovernmental tribal domestic violence or sexual assault coalition, a faith-based, or community-based organization, or a tribal police department may act as the authorized designee of a tribe.³

Authorizing Official: An individual who is authorized to accept grant awards on behalf of your tribe or organization.

Award Period: The length of time that you will have to spend the money if you receive a grant award. The award period for the Grants to Indian Tribal Governments Program is 36 months.

Current Grantee: Any tribe, organization, or tribal consortium that has at least one active grant award that has not been closed-out from any OVW grant program.

Federally-recognized Indian Tribe: A tribe, band, pueblo, nation or other organized group or community of Indians, including any Alaska Native village or regional or village corporation that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Indian Victim Services Provider: A nonprofit, nongovernmental victim services organization whose primary mission is to provide assistance to Alaska Native or American Indian victims of domestic violence, dating violence, sexual assault, or stalking. The staff and leadership of the organization must include individuals who have a demonstrated history of providing assistance to American Indian or Alaska Native victims of domestic violence, dating violence, sexual assault, or stalking.

Internal Review: OVW Program Specialists will review each application received in response to this solicitation. There are three goals for this review: (1) to determine if the applicant has satisfied all of the eligibility requirements for this program; (2) to determine if the application is complete; and (3) to determine whether Current Grantees seeking continuation funding have accomplished the goals and objectives of their previously funded projects, and whether they have substantially complied with the administrative and reporting requirements for their current grant awards.

³ See the Appendix for more information on faith and community-based organizations.

Letter of Exemption: An Indian victim services provider or a tribal domestic violence or sexual assault coalition that is acting as the authorized designee of a Federally-recognized Indian Tribe should submit a letter of exemption instead of a letter of support with its application for funding.

Letter of Intent: The purpose of this letter is to let OVW's Tribal Unit know that your tribe might submit an application for funding. You can still submit an application for funding if you do not submit a letter of intent. Submitting a letter does not obligate you to submit an application for funding.

Letter of Support: A Federally-recognized Indian Tribe or a consortium of Federally-recognized Indian tribes must submit a letter of support from either: (1) a nonprofit, nongovernmental Indian victim services provider; (2) a tribal domestic violence or sexual assault coalition; or (3) a committee of Indian women from the community that will be served by the grant-funded project.

New Applicant: A tribe or organization that has never before received funding from OVW, or a tribe or organization that has received OVW grant funding in the past, but that does not currently have an active OVW grant award.

Non-Custodial Parent: The parent who does not have primary custody of the children.

Peer Review: After the staff from OVW's Tribal Unit has read and reviewed the grant applications, an outside panel of experts with knowledge of Indian country issues, tribal customs and traditions, and violence committed against Indian women, will read and score the applications.

Tribal Coalition: A nonprofit, nongovernmental, grassroots organization created for the purpose of addressing domestic violence or sexual assault committed against American Indian or Alaska Native women.

Tribal Consortium: Either (1) an application for funding submitted by one Federally-recognized Indian tribe for the benefit of at least one other Federally-recognized Indian tribe; or (2) an application for funding submitted by an existing formal tribal consortium such as an inter-tribal council, or health care consortium. Each member of the consortium must be a Federally-recognized Indian Tribe.

Please Note: Further clarification of the application guidelines and policies for the Grants to Indian Tribal Governments Program may be found in the *Guide to Understanding the Grants to Indian Tribal Governments Program*. The *Guide* is available for down-load from the OVW website at www.usdoj.gov/ovw.

APPENDIX



U. S. Department of Justice

Office on Violence Against Women

Washington, D.C. 20530

January 4, 2007

Dear Tribal Government Applicant:

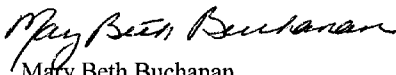
In the Eligibility section of this solicitation you may have noticed that there is a statement on faith-based and community organizations. It is the policy of the U.S. Department of Justice to include a general statement on the requirements of Executive Order 13279 in the solicitation for each of its grant award programs. The Executive Order is meant to encourage faith-based and community organizations to submit applications for Federal grant award funding when they are eligible to do so. However, the Executive Order does not change the statutory eligibility requirements for the Grants to Indian Tribal Governments Program (Tribal Governments Program).

Title IX of the Violence Against Women Act of 2005 makes it clear that only "Indian tribal governments, or [the] authorized designee of Indian tribal governments" are eligible to receive funding from the Tribal Governments Program. Faith-based and community organizations **are not eligible** to receive Tribal Governments Program funding **unless** they are the authorized designee of an Indian tribe. The Office on Violence Against Women (OVW) has put in place policies that will prevent an ineligible applicant from receiving Tribal Governments Program funding.

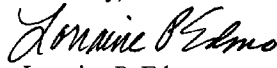
The staff from OVW's Tribal Unit will read each application in its entirety during the internal review process. Part of the internal review will include checking each application to make sure that it is complete, and that the applicant has satisfied all of the program eligibility requirements in this solicitation. Any organization that submits an application for Tribal Governments Program funding as the authorized designee of an Indian tribal government must submit a resolution from the tribe which authorizes the organization to apply for funding on behalf of the tribe.

Please feel free to contact OVW at (202) 307-6026 if you have any further questions or concerns regarding this matter. We look forward to receiving your application for Tribal Governments Program funding.

Sincerely,


Mary Beth Buchanan
Acting Director

Sincerely,


Lorraine P. Edmo
Deputy Director for Tribal Affairs